

Status: Point in time view as at 03/03/2017.

Changes to legislation: Education Act 1996, Cross Heading: Requirements as to contents is up to date with all changes known to be in force on or before 15 July 2024. There are changes that may be brought into force at a future date. Changes that have been made appear in the content and are referenced with annotations. (See end of Document for details)

SCHEDULES

SCHEDULE 17

GOVERNORS’ ANNUAL REPORTS

Requirements as to contents

- 3 Where there is an obligation on the governing body (by virtue of section 162) to hold an annual parents’ meeting, the report shall—
- (a) give details of the date, time and place for the next annual parents’ meeting and its agenda;
 - (b) indicate that the purpose of that meeting will be to discuss both the governors’ report and the discharge by the governing body, the head teacher and the ^[F1]local authority of their functions in relation to the school; and
 - (c) report on the consideration which has been given to any resolutions passed at the previous annual parents’ meeting.

Textual Amendments

- F1** Words in Act substituted (5.5.2010) by [The Local Education Authorities and Children’s Services Authorities \(Integration of Functions\) Order 2010 \(S.I. 2010/1158\)](#), [Sch. 2 para. 7\(2\)](#) (with [Sch. 2 para. 7\(4\)\(5\)](#))

- 4 The report shall—
- (a) give the name of each governor and indicate whether he—
 - (i) is a parent, teacher or foundation governor,
 - (ii) was co-opted or otherwise appointed as a governor, or
 - (iii) is an ex officio governor;
 - (b) in the case of an appointed governor, say by whom he was appointed;
 - (c) in relation to each governor who is not an ex officio governor, give the date on which his term of office comes to an end; and
 - (d) name, and give the address of, the chairman of the governing body and their clerk.
- 5 The report shall give such information as is available to the governing body about arrangements for the next election of parent governors.
- 6 The report shall contain a financial statement—
- (a) reproducing or summarising any financial statement of which a copy has been provided to the governing body by the ^[F1]local authority under section 122 or 124 since the last governors’ report was prepared under section 161;
 - (b) indicating, in general terms, how any sum made available to the governing body by the authority—
 - (i) in respect of the school’s budget share, or

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- (ii) under section 125,
in the period covered by the report was used;
- (c) giving details of the application of any gifts made to the school in that period; and
- (d) stating the total amount of any travelling and subsistence allowances paid to members of the governing body in that period.

Textual Amendments

F1 Words in Act substituted (5.5.2010) by [The Local Education Authorities and Children’s Services Authorities \(Integration of Functions\) Order 2010 \(S.I. 2010/1158\)](#), **Sch. 2 para. 7(2)** (with Sch. 2 para. 7(4)(5))

- 7 The report shall give such information about—
- (a) public examinations and other assessments of pupils’ achievements,
 - (b) pupils’ absences from the school,
 - (c) the continuing education of pupils leaving the school, and
 - (d) the employment or training taken up by such pupils,
- as is required to be published by virtue of section 414(6) and (7).

- [^{F2}7A The report shall give the information about public examinations and other assessments of pupils’ achievements—
- (a) at schools in England (where the school is in England), or
 - (b) at schools in Wales (where the school is in Wales),
- which has most recently been made available to the governing body by the Secretary of State.]

Textual Amendments

F2 Sch. 17 para. 7A added (10.1.1997) by [S.I. 1996/3210](#), **art. 2(3)**

- 8 The report shall describe what steps have been taken by the governing body to develop or strengthen the school’s links with the community (including links with the police).
- 9 The report shall draw attention to the information made available by the governing body in accordance with regulations made under section 408 so far as relating to the matters mentioned in subsection (2)(b) of that section (information as to educational provision made for pupils at the school and syllabuses followed by them).
- [^{F3}9A The report shall summarise, where the school is in England, the nature, amount and purpose of training and professional development undertaken by the school’s teaching staff in the period since the last governors’ report was prepared under section 161, identifying in particular the nature, amount and purpose of any training and professional development so undertaken on any day when the staff were required to be available for work but were not required to teach pupils.]

Textual Amendments

F3 Sch. 17 paras. 9A-9F added (10.1.1997) by [S.I. 1996/3210](#), **art. 2(4)**

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- F⁴9B** The report shall give, where the school is in Wales, such information about any targets for improvement set by the governing body in respect of the performance of pupils at the school as is required to be published by virtue of regulations made under section 414(6).

Textual Amendments

- F4** Sch. 17 paras. 9A-9F added (10.1.1997) by [S.I. 1996/3210](#), [art. 2\(4\)](#)

- F⁵9C** The report shall describe in general terms—
- (a) the arrangements made for the security of the pupils and staff at the school and the school premises, and
 - (b) any changes to those arrangements since the last governors’ report was prepared under section 161.

Textual Amendments

- F5** Sch. 17 paras. 9A-9F added (10.1.1997) by [S.I. 1996/3210](#), [art. 2\(4\)](#)

- F⁶9D** The report shall indicate in relation to the period since the last governors’ report was prepared under section 161—
- (a) to what extent the aims of the governing body with respect to sport at the school have been attained; and
 - (b) any notable sporting achievements of the school’s teams during that period.

Textual Amendments

- F6** Sch. 17 paras. 9A-9F added (10.1.1997) by [S.I. 1996/3210](#), [art. 2\(4\)](#)

- F⁷9E** The report shall give the dates of the beginning and end of each school term, and of half-term holidays, for the next school year.

Textual Amendments

- F7** Sch. 17 paras. 9A-9F added (10.1.1997) by [S.I. 1996/3210](#), [art. 2\(4\)](#)

- F⁸9F** The report shall summarise any changes to information contained in the school prospectus since it was last published pursuant to regulations made under section 414(6).

Textual Amendments

- F8** Sch. 17 paras. 9A-9F added (10.1.1997) by [S.I. 1996/3210](#), [art. 2\(4\)](#)

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